

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on September 14, 2022, at 1:00 pm at the district office. Board President Cahill presided.

ATTENDEES:

Directors: Tom Cahill, Seth Price, Eugene Helberg, Alida Tinch
District: Julie Spencer, Luisa Generoso, Cindy Inabnit, Sergio Lopez, Tyler Hantz
Engineering: Jeff Cicon P.E, Morrison Maierle,
Public: Paul Holland, Cheryl Holland, Joan Davis

Pledge of Allegiance

Public Comment: Non-Agenda Items –

- Joan Davis asked if minutes are published. Spencer replied that they are on County website.

READ AND APPROVE MINUTES

The minutes of the August 10, 2022, General Board Meeting were reviewed for approval. Cahill called for a motion to approve the minutes. Price made a motion to approve the minutes. Tinch seconded, and it was unanimously,

RESOLVED, That the minutes of the August 10, 2022, Board Meeting be approved.

READ AND APPROVE AGENDA

Cahill asked for discussion, no further discussion. Cahill called for a motion to approve the agenda. Helberg made a motion to approve the agenda. Price seconded, and it was unanimously,

RESOLVED, That the agenda be approved.

CONSENT AGENDA

Cahill asked for discussion. Lopez mentioned that the Dept. of Labor had just done a walk-through of the facility. No safety meetings have been held. Cahill called for a motion to approve the consent agenda. Tinch made a motion to approve the consent agenda. Helberg seconded, and it was unanimously,

RESOLVED, That the consent agenda be approved.

Public Comment: None

OLD BUSINESS

Operator's Report: Lopez gave the report. The saddle failure at the 110 Beach Rd. leak together with the seasonal high demand for water resulted in fluctuating water levels at the Baily tank. The Baily tank is 14 years old, while the transducers are less than 10 years old.

Engineering Update:

Task Order #36: Bay Sewer Replacement Project

- Pavement overlay has been completed downtown. Concrete collars around valve boxes and manholes have been completed.
- LHC has requested substantial completion on the project. A walk-through was completed on June 30 and a punch list developed. LHC is has worked through most of the punch list items.
- LHC has submitted Application for Payment #14 for completed work to-date. This work is for the repairs to 360 Grand Drive discussed at the previous board meeting. Morrison-Maierle has reviewed the application and determined it to be correct and complete.

Board Action Item: *Payment Application #14 to LHC, Inc. The Board has the following options:*

1. *Approve Payment Application #14 to LHC, Inc. in the amount of \$22,091.84 (+\$223.15 Gross Receipt Tax);*
2. *Other as recommended by the Board.*

- Discussion on building a valley gutter to address drainage issues where water is seen puddling in certain areas downtown.

Cahill asked for a motion to approve Payout Application #14 to LHC, Inc. Price made a motion to approve Payout Application #14 to LHC. Helberg seconded, and it was unanimously,

RESOLVED, That Payout Application #14 to LHC be approved.

- Discussion also undertaken on the costs associated with service line breaks at 360 Grand Ave., and who is responsible for the repair costs.

Task Order #37: Water Tank and Transmission Line Project:

- DN Tanks installed the walls and poured the dome. They have been applying shotcrete to the exterior and installing the dome ring winding and prestressing the tank.
- Ben Miller has been conducting weekly construction meetings on Tuesday at 1:30 pm to discuss the progress and any issues that come up as well as managing the day-to-day construction activities.

- S&L has submitted Application for Payment #8 for completed work to-date. Morrison-Maierle has reviewed the application and determined it to be correct and complete.

Board Action Item: *Payment Application #8 to S&L Underground, Inc. The Board has the following options:*

3. *Approve Payment Application #8 to S&L Underground, Inc. in the amount of \$531,641.14 (+\$5,316.14 Gross Receipt Tax);*
4. *Other as recommended by the Board.*

- Discussion on the Water Tank Project timeline being affected by the backordered stairs which has a delivery date of December. In addition, roads which are due to be laid with asphalt at the conclusion of the project may be damaged by a crane needed to be brought up to the tank to install the stairs.
- Discussion on backfilling the tank.

Cahill asked for a motion to approve Payment Application #8 to S&L Underground, Inc. Tinch made a motion to approve Payment Application #8 to S&L Underground. Price seconded, and it was unanimously,

RESOLVED, That Payment Application #8 to S&L be approved.

Task Order #39: Preliminary Engineering Report Update & Sewer Modeling

- No Update.

Funding Applications:

- **Montana Coal Endowment Program (MCEP):** Submitted May 19, 2022, allocated by the State Legislature. Anticipated award: Summer 2023.
- **DNRC-RRGL:** Submitted May 16, 2022, allocated by the State Legislature. Anticipated award: Summer 2023.
- **SRF:** SRF currently has 75% loan forgiveness on projects.

Development Review

The following table provides an update on the development projects in the District.

Development	Plan Status	Project Status
The Settlement	Approved by MMI	<ul style="list-style-type: none"> • Pre-construction conference held on 11/2/2021 • Bonding letter has not been received; status is unknown. • Plan for construction summer 2023 • Developer is planning to switch engineering firms.
Blenn St. Water and Sewer Extension	Not Submitted	<ul style="list-style-type: none"> • No update/status unknown
The Fort Subdivision	Approved by MMI	<ul style="list-style-type: none"> • Pre-construction meeting on 8/30/2022 • Construction has started, Morrison Maierle stopping by periodically in conjunction with the tank project.
Ridgeview Lot 5	Reviewed by MMI	<ul style="list-style-type: none"> • Reviewed plans and responded in a letter dated 1/31/2022.

		<ul style="list-style-type: none"> Reviewed the resubmittal on 3/31/2022 and provided comments to Julie. Waiting on MDEQ approval.
Saddlehorn No. 13	Not Submitted	<ul style="list-style-type: none"> Met with Mike Fraser and Doug Peppmeier with TDH on 3/15/2022 No plans have been submitted.
North Shore Woods	Not Submitted	<ul style="list-style-type: none"> Received updated preliminary water and sewer layouts. Layouts appear to be consistent with previous discussions.

- Mention about The Settlement Project going forward as there was reported evidence of recent pipe delivery to the area.
- Ridgeview Lot 5 is apparently awaiting DEQ approval.

NEW BUSINESS

- Resolution No. 110**

Discussion on Flathead County Finance Department's request that Bigfork Water and Sewer adopt Resolution No. 110. Included among their requests is that BFWS establish and maintain reasonable rates and charges for debt service, operations, equipment replacement and maintenance and system improvements and to keep these collections and moneys in proper banking places and secured by FDIC.

Cahill called for a motion to adopt Resolution No. 110. Helberg made a motion to adopt Resolution No. 110. Tinch seconded, and it was unanimously,

RESOLVED, That Resolution No. 110 be adopted by the Bigfork Water and Sewer District.

- Flathead County Final Budget for FY 2023**

Fund Name: BFWS Bond-Debt Service Fund # 7277 and #7294

Cahill called for a motion to adopt the Flathead County Final Budget for FY 2023. Price made a motion to adopt the Flathead County Final Budget for FY 2023. Tinch seconded, and it was unanimously,

RESOLVED, That Bigfork Water and Sewer adopt the Flathead County Final Budget for FY 2023.

- Discussion on possible insurance carriers for Cyber Insurance based on proposal submitted by Payne West. The Board wants to study the proposal further.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction.....Helberg & Cahill

- Account 1799-00 and 1800-00 ongoing
- Ranch Contract – Spencer stated that our attorney suggested developing a contract. Spencer and Lopez to meet re: Ranch agreement
- Motor Coach
Discussion on drafting a contract to be able to invoice the Motor Coach for expenses and costs incurred by BFWS for repeated testing related to their “bad samples.”

Purchase of Additional CD Investment –..... Price & Tinch

- FDIC Investments- Spencer will meet with the Committee members soon.

Employee Insurance, Compensation & Certification & Safety Helberg & Cahill

- Review of Employee Handbook – ongoing.

Pretreatment Regulations*Price & Tinch

Budget & Rate Structure *..... Helberg & Cahill

- Hook up Rates- ongoing to include a study of man hours and supply costs.

Rules & Regulations Price & Turley

- Rules and Regulations –Review by Spencer is ongoing.

Farmland.....Helberg &Turley

- Discussion on the possible availability of “state purchase” for tires.
- Discussion on farm crop loss (14%) due to hail but overall wheat harvest was good. About \$5,000.00 was collected from insurance for farm crop damage.

Cahill called for the public meeting to be adjourned. Tinch made a motion to adjourn. Price seconded, and it was unanimously,

RESOLVED, That the public meeting be adjourned at 1:54 pm.

Acting Secretary, Julie Spencer

Minutes approved by:

President, Tom Cahill

